

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
JANUARY 17, 2005**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, January 17, 2005.

The meeting was called to order by Chairman Ken Sendelweck.

**UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:**

Ken Sendelweck – Chairman  
Greg A. Krodel – Vice Chairman  
Edward J. Kreilein – Secretary  
Jeffrey S. Theising – Water Commissioner  
Mike Harder – Wastewater Commissioner  
Alex Emmons

**ALSO PRESENT:**

Jerry Schitter – Electric Distribution Manager  
Windell Toby – Electric Generation Manager  
Thomas A. Lents – Wastewater Manager  
Michael A. Oeding – Gas & Water Manager  
Kenneth R. Schultz – Business Manager  
Sandy Hemmerlein – City Attorney

**ABSENT:**

Michael A. Schwenk – Electric Commissioner

**PLEDGE OF ALLEGIANCE** (A-23)

Chairman Ken Sendelweck led the Pledge of Allegiance.

**REORGANIZATION OF THE UTILITY SERVICE BOARD FOR 2005** (A-29)

Chairman Ken Sendelweck stated it is time for election of officers and he opened nominations for Chairman, Vice Chairman, and Secretary.

Jeff Theising nominated Greg Krodel for Chairman, Mike Harder for Vice Chairman, and Ken Sendelweck for Secretary.

Alex Emmons made a motion to close the nominations. Ed Kreilein seconded the motion. Motion approved, 6-0.

The Board voted unanimously in favor of Greg Krodel for Chairman, Mike Harder for Vice Chairman, and Ken Sendelweck for Secretary.

Ken Sendelweck also nominated Ed Kreilein for Wastewater Commissioner, Jeff Theising for Water Commissioner, Alex Emmons for Gas Commissioner, and Mike Schwenk for Electric Commissioner.

Ed Kreilein made a motion to close the nominations. Jeff Theising seconded the motion. Motion approved, 6-0.

The Board voted unanimously in favor of Ed Kreilein for Wastewater Commissioner, Jeff Theising for Water Commissioner, Alex Emmons for Gas Commissioner, and Mike Schwenk for Electric Commissioner.

Chairman Greg Krodel thanked Ken Sendelweck for serving as chairman for the last couple of years. Chairman Krodel also welcomed new Board member Alex Emmons.

**BID OPENING: WATER TOWER PROJECT** (A-129)

City Attorney Sandy Hemmerlein stated the project was advertised in the Herald on December 23, 2004 and December 30, 2004. Hemmerlein opened the bids and read them aloud as follows:

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|----|-----------------------|----------------------------------|
| 1. | Currens Company, Inc. | \$295,280 base bid               |
|    | Harrodsburg, KY       | \$38,000 mandatory alternate bid |

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, and financial statements.

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| 2. | Diversified Coatings, Inc. | \$232,650 base bid               |
|    | O'Fallon, IL               | \$14,000 mandatory alternate bid |

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, and financial statements.

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| 3. | D & M Painting Corp. | \$263,140 base bid               |
|    | Washington, PA       | \$21,690 mandatory alternate bid |

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, and financial statements.

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| 4. | George Kountoupes Painting Co. | \$330,900 base bid               |
|    | Lincoln Park, MI               | \$11,700 mandatory alternate bid |

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, but did not include financial statements.

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|----|-----------------------------|--------------------|
| 5. | Security Painting Co., Inc. | \$287,440 base bid |
|----|-----------------------------|--------------------|

Indianapolis, IN

\$18,000 mandatory alternate bid

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, and financial statements.

6. TMI Coatings, Inc.  
St Paul, MN

\$304,400 base bid  
\$18,000 mandatory alternate bid

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, but did not include financial statements.

7. Utility Service Co., Inc.  
Pocahontas, IL

\$263,442 base bid  
\$18,000 mandatory alternate bid

The bid also included a signed Form 96, a non-collusion affidavit, a bid bond, and financial statements.

Mike Harder made a motion to have Midwestern Engineers take the seven bids under advisement and report back at the next meeting. Alex Emmons seconded the motion. Motion approved, 6-0.

**QUOTE OPENING: MECHANIC TRUCK LIFT – ELECTRIC DISTRIBUTION** (A-309)

Sandy Hemmerlein opened the quotes and read them aloud as follows:

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|----|---|--|
| 1. | Cecil Kaiser Auto & Truck Parts<br>Jasper, IN | \$6,810.00   |
| 2. | Mohawk Lifts Limited<br>Amsterdam, NY         | \$7,600.00<br>750.00 installation, set-up, training<br>425.00 freight                  |
| 3. | WOC Maintenance<br>Mt Vernon, IN              | \$5,891.55<br>700.00 delivery, installation, set-up<br>Electrical wiring not included. |

Ken Sendelweck made a motion for Jerry Schitter to take the quotes under advisement and report back at the next meeting. Ed Kreilein seconded the motion. Motion approved, 6-0.

**QUOTE OPENING: ROOF REPLACEMENT – ELECTRIC DISTRIBUTION** (A-357)

Sandy Hemmerlein opened the quotes and read them aloud as follows:

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|----|--------------------------------|---|
| 1. | Hedinger Roofing<br>Jasper, IN | \$15,260.00 roof system<br>890.00 tapered roof installation<br>570.00 Four new metal scuffers |
|----|--------------------------------|---|

Any work performed due to unforeseen circumstances will be billed on a time and material basis.

2. Schmidt Contracting \$18,950.00  
Jasper, IN

Jerry Schitter asked for time during the remainder of the meeting to review the quotes so he could obtain Board approval to proceed immediately.

**APPROVAL OF MINUTES** (A-395)

Chairman Greg Krodel presented the minutes of the December 20, 2004 meeting and there being no corrections or amendments, asked for a motion to accept. Ed Kreilein made a motion to approve the minutes of the December meeting as presented. Jeff Theising seconded the motion. Motion approved, 6-0.

**PUBLIC BUSINESS: REQUEST FOR WATER EXTENSION** (A-408)

Ed Mundy came before the Board to request the extension of a City water line to his property (Lots 7 & 8) in Rolling Hills Addition, which is outside of the City limits.

Mike Oeding presented a map and explained it is on the south side of 3<sup>rd</sup> Avenue, towards the County garage.

Mr. Mundy is planning on building a new home and asked when or if the City plans on extending sewer to this area.

Tom Lents said there are no immediate plans for extending sewer to this area.

Mike Oeding talked to City Engineer Chad Hurm and he said annexation is not feasible at this time.

Mr. Mundy said he was aware that the water line extension would be at his expense.

Mayor Schmitt explained to Mr. Mundy that it is difficult to say when or if the City would extend sewer to that area.

Ed Kreilein made a motion to allow the water line extension to Ed Mundy's property in Rolling Hills Addition, subject to signing the annexation waiver. Jeff Theising seconded the motion. Motion approved, 6-0.

**IMEA MEMBERSHIP & SAFETY CLASS DUES** (A-581)

Jerry Schitter asked for Board approval to renew the IMEA membership dues for 2005 for \$8,000.00 and the Safety Class dues for \$2,960.00.

Ed Kreilein made a motion to approve the IMEA membership dues for \$8,000.00 and the Safety Class dues for \$2,960.00. Ken Sendelweck seconded the motion. Motion approved, 6-0.

### **JOINT USE AGREEMENT WITH VERIZON** (A-597)

Jerry Schitter reminded the Board that early last year he received the Board's permission to contract with Spectrum Engineering as an IMEA joint venture to renegotiate the pole attachment agreements.

Schitter presented the new joint use agreement with Verizon for approval, and presented a breakdown of the revenue gain expected due to the new agreement.

Schitter said Spectrum Engineering's fee for the Verizon contract and the Insight contract is estimated to be \$2,000 - \$2,500, which will be recouped in one year.

Alex Emmons made a motion to approve the Joint Use Agreement with Verizon. Mike Harder seconded the motion. Motion approved, 6-0.

### **MUTUAL AID FOR TOWN OF FRANKTON** (A-640)

Jerry Schitter informed the Board that on January 6<sup>th</sup> he received a call from the Director of IMEA asking for mutual aid for the Town of Frankton, which was hit by an ice storm.

Schitter sent four City of Jasper line department employees to work in Frankton on January 7<sup>th</sup> & 8<sup>th</sup> to assist in restoring power to the City.

Schitter presented an invoice totaling \$6,069.52 for the Town of Frankton for the labor, equipment use, and material charges, based on FEMA requirements and formulas.

The Town of Frankton has applied for FEMA reimbursement, which should cover approximately 75% of this invoice total.

Schitter recommended accepting whatever Frankton received through FEMA and writing off the balance, but asked the Board how they wanted to proceed.

Ken Sendelweck made a motion to take the FEMA reimbursement from Frankton and allow the remainder of the invoice to be written off. Jeff Theising seconded the motion. Motion approved, 6-0.

### **RESULTS OF TURBINE OVERHAUL BID OPENING** (A-727)

Windell Toby reported that the low bid for the field service engineer for the turbine overhaul was \$128.00 per hour from Power Generator Services from Anoka, MN.

Toby said there was a small problem with the legal language, but Sandy Hemmerlein is working on correcting that.

Mike Harder made a motion to approve the low bid of \$128.00 per hour from Power Generator Services, subject to Sandy Hemmerlein's final legal review. Ed Kreilein seconded the motion. Motion approved, 6-0.

### **ELECTRIC PLANNING COMMITTEE REPORT** (A-743)

Jerry Schitter stated that the Electric Planning Committee did not meet this past month.

### **UPDATE – STATE ROAD 56 PROJECT** (A-744)

Mike Oeding informed the Board that the meter pit was delivered for the Ireland meter pit relocation project on State Road 56.

REC will be moving their lines as weather permits, and Insight and Verizon are going to cut off dead-end lines in the area.

Oeding said hopefully the pit would be installed in February.

Oeding said some gas lines would also have to be removed and put back on private easements. About half of that project would be reimbursable through the State.

### **SNOW DAMAGE ON FILTER BUILDING** (A-761)

Mike Oeding reported there was snow damage to two stacks on the filter building due to snow sliding off of the roof.

Schmidt Contracting repaired the stacks at a cost of approximately \$1,200, which has been turned into FEMA.

### **GAS FEED** (A-766)

Mike Oeding reported that the City lost its gas feed this morning from Columbus Oil Field. Oeding said some valves had to be shut off and some manufacturing facilities experienced low pressure until about noon.

### **GAS PLANNING COMMITTEE REPORT** (A-774)

Mike Oeding stated that the Gas Planning Committee had not met this past month.

### **WATER PLANNING COMMITTEE REPORT** (A-775)

Jeff Theising, Chairman of the Water Planning Committee, stated that the committee had not met this past month.

### **WASTEWATER PLANNING COMMITTEE REPORT** (A-777)

Tom Lents stated that the Wastewater Planning Committee had not met this past month.

## **CONFLICT OF INTEREST DISCLOSURE STATEMENTS** (B-1)

Ken Schultz presented the annual Conflict of Interest Disclosure statements for Jerry Schitter and Mike Oeding.

Schultz stated that Jerry Schitter is a member of the Board of IMEA, which sets membership fees and fees for safety training classes in which the City of Jasper is or may be a participant.

Ed Kreilein made a motion for approval of the Conflict of Interest Disclosure statement, specifically relating to Jerry Schitter and his relationship with IMEA. Jeff Theising seconded the motion. Motion approved, 6-0.

Schultz also stated that Mike Oeding is a member of the Board of the Gas Utility Alliance, which makes decisions regarding insurance coverage and claims to which the City of Jasper is or may be a participant.

Jeff Theising made a motion for approval of the Conflict of Interest Disclosure statement, specifically relating to Mike Oeding, with respect to the Gas Utility Alliance. Ken Sendelweck seconded the motion. Motion approved, 6-0.

## **AMENDMENT OF BAD DEBT WRITE OFF** (B-42)

Ken Schultz stated an error was discovered in the bad debt write off totals that he presented for approval at the December meeting.

Schultz asked for Board approval to increase the grand total write off to \$16,327.71.

Ken Sendelweck made a motion to amend the grand total write off of bad debts to a new total of \$16,327.71. Alex Emmons seconded the motion. Motion approved, 6-0.

## **SPANISH LANGUAGE CLASSES** (B-76)

Ken Schultz said he has been working in conjunction with Vincennes University, with the Mayor's support, to organize Spanish language classes for some key City employees.

The cost of the class will be \$110 per participant, which includes the text.

The classes would be specifically designed for City and County government employees to help in dealing with the public.

The department heads have been asked to put together a list of key employees to attend the class.

Schultz said the classes would be held on site, during working hours, for 2 hours a day, 2 days a week, for 4 weeks.

Schultz asked for Board approval in support of the Spanish classes, and for approval of the \$110 per participant cost for the class.

Jeff Theising made a motion to give approval to support Ken Schultz's effort to organize the Spanish speaking class at \$110 per participant, with input from the department managers for a list of attendees. Mike Harder seconded the motion. Motion approved, 6-0.

#### **FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET** (B-130)

Ed Kreilein reported the Finance Committee had met and reviewed the claims on the Claim Docket.

Also presented was a claim on behalf of Harrison & Moberly, LLP in the amount of \$5,714.66, representing legal services relating to the Titan liquidated damages issue for the Wastewater Project. SRF and BIF funds have been exhausted, therefore after Utility Service Board approval, the above referenced claim will be paid from Wastewater funds.

The Finance Committee recommended approval of the claims as presented.

Ken Sendelweck made a motion to approve the claims as presented. Mike Harder seconded the motion. Motion approved, 6-0.

#### **ROOF REPLACEMENT QUOTE RESULTS** (B-160)

Jerry Schitter said that after reviewing the quotes opened earlier for the roof replacement, he is hesitant on the square footage that Hedinger's put in their quote. Schitter estimated the roof size to be 5,000 sq. ft., but Hedinger's quote was for only 3,600 sq. ft.

Schitter stated he did request three quotes, but only received two.

Sandy Hemmerlein said if Hedinger's acknowledges a quote mistake, then the quote could not be accepted, and Schitter could proceed with the second quote.

Ken Sendelweck made a motion to approve the low bid from Hedinger's, subject to confirmation that it was presented without any honest mistake, and if a mistake was made, it could be withdrawn. Jeff Theising seconded the motion. Motion approved, 6-0.

#### **COMMENDATION FROM MAYOR** (B-273)

Mayor Schmitt congratulated and thanked Jerry Schitter and his crew who provided mutual aid to the Town of Frankton after the ice storm.



There being no further business to come before the Board, the meeting was adjourned at 8:20 PM upon motion by Ed Kreilein and second by Jeff Theising. Motion approved, 6-0.

Attest: \_\_\_\_\_  
Secretary Chairman